

Circular

NSS WING

Ref No. AGC/NSS/2025/08/01

Date: 01-08-2025

Meeting of the NSS Coordinator Committee Members has been scheduled as follows:

Date: 06-August-2025

Time: 03:00 PM

Venue: Conference Room (Placement Cell)

Agenda:

- File Maintaining
- Discussion on Upcoming Event
- Budget
- Arrangements
- Duties
- Web Page Updating
- Next Meeting


Shruti Prashar
NSS Coordinator



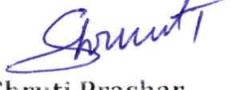
Attendance of Meeting

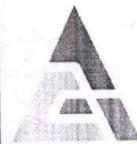
NSS WING

Ref No. AGC/NSS/2025/08/06

Date: 06/08/2025

S. No.	Name	Designation	Signature
1.	Mr. Amit Singh	Dean, Student Affairs	
2.	Ms. Shruti Prashar	Coordinator (TPO)	
3.	Ms. Rashmeet Kaur	Coordinator, Applied Sciences	
4.	Mr. Chetan Verma	Coordinator, EE	
5.	Mr. Jaspreet Singh	Coordinator, CSE	
6.	Ms. Ritika Saini	Coordinator, Pharmacy	
7.	Mr. Shibkaran Singh	Coordinator, BHMCT	
8.	Ms. Shikha Sharma	Coordinator, DCA	
9.	Ms. Simranpreet Kaur	Coordinator, BBA	
10.	Mr. Harman Singh	Coordinator, ME	
11.	Ms. Bhupinder	Coordinator, FD	


Ms. Shruti Prashar
NSS Coordinator



Ref No. AGC/NSS/2025/08/06

Date:06.08.2025

Meeting Date & Time	06-Aug-2025/3:00P.M	Meeting Venue	Conference Room (Training & Placement Cell)
Meeting Drafted Date	06-Aug-2025	Meeting Chair	Ms. Shruti Prashar (NSS Coordinator)
MoM Drafted by	Ms. Shruti Prashar	Meeting Title	Weekly Meeting with NSS Committee Members

Attendees	Absentees
Mr. Amit Singh	Ms. Bhupinder
Ms. Shruti Prashar	Ms. Shikha Sharma
Mr. Jaspreet Singh	Ms. Rashmeet Kaur
Mr. Chetan Verma	Mr. Shibkaran Singh
Mr. Harman Singh	Ms. Simranpreet Kaur
Ms. Ritika Saini	

Sr No.	Agenda	Discussion	Responsibility	Deadline
1.	Discussion on Upcoming Event	Gender Sensitization Campaign, Raksha Bandhan & Blood Donation Camp at Pingalwara	NSS Co-Ordinator	08 th & 09 th August, 2025, 09 th August, 2025 & 02 nd August, 2025
2.	Duties	Provide The Duty chart for Gender Sensitization Campaign, Raksha Bandhan & Blood Donation Camp at Pingalwara	NSS Co-Ordinator	12 th August, 2024
3.	Arrangements	Discussion about the arrangements of Gender Sensitization Campaign, Raksha Bandhan & Blood Donation Camp at Pingalwara	NSS Co-Ordinator	06 th August, 2025
4.	Budget	Prepare the Budget for Gender Sensitization Campaign, Raksha Bandhan & Blood Donation Camp at Pingalwara	NSS Co-Ordinator	06 th August, 2025
5.	Web Page Updating	Update the event related photos on the social media.	NSS Co-Ordinator	11 th August, 2025
6.	Purpose Date of Next Meeting	Next meeting with NSS Co-Ordinator	NSS Co-Ordinators	12 th August, 2025 @ 3:00 PM


 Shruti Prashar
 NSS Coordinator